

(F)
copy

CALIFORNIA POLYTECHNIC STATE UNIVERSITY

San Luis Obispo

ACADEMIC SENATE MINUTES

October 9, 1973

- I. The meeting was called to order by Chairman Robert Alberti.
- II. The approval of the minutes was dispensed with by the Chairman since this function for the last regular meeting of the Academic Senate on May 22, 1973, was performed in the Executive Committee (acting as the Academic Senate) meeting on June 26.
- III. Those in attendance were:

MEMBERS:

Alberti, Robert
Amanzio, Joseph
Bailey, Roger
Batterson, Ronald
Behman, Sara
Boone, Joseph
Brown, Johanna
Burroughs, Sarah
Burton, Robert
Clerkin, Edward
Coyes, Frank
Delany, James
Eatough, Norman
Farrell, Gerald
Fierstine, Harry
Frost, Robert
Gold, Marcus
Greffenius, Ruben
Hariri, Mahmud
Hendricks, Francis
Hooks, Robert
Johnson, Corwin

Jorgensen, Nancy
Kourakis, Joseph
Krupp, William
Labhard, Lezlie
Markos, Harry
Neel, Paul
Nelson, Linden
Nielsen, Keith
O'Leary, Michael
Rhoads, Howard
Roberts, Alice
Rogella, John
Rosen, Arthur
Sandlin, Doral
Saveker, David
Scales, Harry
Scheffer, Paul
Sennett, Robert
Sullivan, Gerald
Weatherby, Joseph
Wenzl, Michael
White, Mary Lou
Wolf, Lawrence

EX-OFFICIO MEMBERS
(Voting)

Andreini, Robert
Chappel, Robert
Cummins, Carl
Ericson, Jon
Evans, Handel-
(representing
George Hasslein)
Fisher, Clyde
Loudon, Michael
Olsen, Barton
Servatius, Owen
Valpey, Robert

EX-OFFICIO MEMBERS
(Non-Voting)

Andrews, Dale
Chandler, Everett

IV. Announcements and Information Items

- A. The Chairman indicated that the meetings will terminate by 5:00 p.m., if possible. It was pointed out that the Senate operates through committees. The functional integrity of the Senate depends on the committee structure. Members should take advantage of committee structure, contacting the chairman of the committee or attending its meeting rather than spending undue time with the item on the Senate floor. However, issues will be debated as far as possible in the Senate.
- B. Clean air for meetings urged by President Kennedy. The following statement from the October 9, 1973, issue of Cal Poly Report was read.

"President Robert E. Kennedy received the following message from a member of the university faculty and has asked that it be brought to the attention of faculty and staff members:"

October 9, 1973

'As a physical educator, one of my concerns and responsibilities deals with a healthful environment. Therefore, the purpose of this memo is for the promotion of clean air in meeting rooms. It is my privilege and duty to attend several meetings each week. During some of these meetings a few people smoke, while the majority of those present have no choice but to breathe smoke-filled air. I personally find this very offensive.

'Many non-smokers are reluctant to object to smoking in meetings, or anywhere for that matter. However, I believe that with the present national emphasis on clean air, and with evidence being presented concerning the harmful effects of smoking (both for the smoker and the 'breathers'), there is sufficient justification to request that smoking not be permitted during group meetings.'

"Dr. Kennedy indicated that he agreed with the position, but would depend on the courtesy of all personnel to one another to effect the change, not on an administrative prohibition."

- C. Mrs. Connie Dexter, Staff Secretary for the Academic Senate, was introduced. Her office is 103 Tenaya Hall. She is available for Academic Senate assignments from 10:00 a.m. to 3:00 p.m. daily. Her phone number is 2070.
- D. Activities of the Academic Senate since the May meeting. (See Academic Senate Agenda, October 9, 1973, Attachment III.) Supplementing the Attachment is the following:
 - 1. President Kennedy approved the concept of evaluation of academic deans. He and the Chairman formed a committee consisting of Barton Olsen, representing the Academic Senate; Robert Valpey as academic deans' representative; and Larry Voss of the President's Office. This committee is in the process of drafting specific statements of criteria for evaluating academic deans. Dr. Alberti expressed the hope that the committee will come up with procedures that will be implemented prior to the beginning of the Winter quarter.
 - 2. The ad hoc University-wide Committee on General Education has met several times this summer to look at the General Education requirements. No specific changes have been made at this time in the General Education requirements. The Academic Council is currently debating that issue and is preparing a university-wide response that is to go to the Chancellor's Office around November 1.
- E. The Chairman gave a report of his meeting of the local chairmen of the academic senates' C.S.U.C. southern section in Fullerton. Of most significant concern expressed at that meeting was the new assertiveness of the Trustees--as a body determined to conduct the affairs of the C.S.U.C. system. There is an interesting debate going on among the Trustees concerning outside employment of faculty members. Several do not agree with the Chancellor's Office's recommendations. The proposed statement of outside employment of faculty is somewhat less restrictive perhaps than the Cal Poly CAM statement. The local chairmen had a considerable amount of discussion about differential pay of department heads. There was no resolution of this at the meeting. The State-wide Senate would appreciate

October 9, 1973

input from local academic senates on this question. There was discussion concerning Alex Sherriff's appointment to the Vice Chancellor for Academic Affairs and its implication for the system. It was felt among those present that when the Chancellor resigns, Sherriff will be the Trustees' choice for this position.

F. Report of the Chairmen of the Academic Senate Committees:

1. The Budget Committee, as reported by Ed Clerkin, Chairman, has set no definite meeting time yet, pending appointment of ASI representatives. The primary charge of the committee is to investigate alternatives, if they exist, to the present 60/40 system and to make recommendations in this area.
2. Corwin Johnson, Chairman of the Constitution and Bylaws Committee, announced that his committee will meet regularly on the first Thursday of each month from 7:00 to 9:00 a.m. if they have business. The committee has been called upon to interpret the Bylaws.
3. The Chairman of the Curriculum Committee, Joe Weatherby, indicated that there would be two changes in that committee; the Executive Committee of the Senate has supported them on these changes.
 - a. In addition to getting its individual members of the committee all the curriculum proposed by all departments and schools in the university, the committee is also going to be receiving from Dave Cook a summary recommendation that is the same one that the Academic Council will receive, and it is not to be used for anything other than just an advisement.
 - b. The committee will present proposals and recommendations to the Senate in the same way. If the committee has been given a positive recommendation, the issue will not be raised in the Senate. Instead, a summary of each curriculum with the areas of controversy noted will be brought to the attention of the Senate. This will cut down the time considerably which is spent on curriculum.
4. Bob Hooks, Chairman of the Election Committee, announced that his committee meets when necessary and is in the process of setting up a special election to form a consultative committee which will be used for the selection of a new dean in the School of Business and Social Sciences. The committee is following the procedures in CAM Section 315.2, which states that this consultative committee shall be made up of tenured faculty only by voting members from the school where the vacancy occurs and one non-voting member each from the other instructional schools. All members of the faculty will receive this week a letter from the committee explaining the procedure along with a nomination form. The election for the consultative committee members is scheduled for Tuesday, October 30.
5. Harry Fierstine, Chairman of the Instruction Committee, reported that the meeting time and place for that committee will be the third Tuesday of each month at 3:30 p.m. in Library 207D. The agenda for the first meeting will include the developing of:

ACADEMIC SENATE MINUTES

PAGE 4

October 9, 1973

- a. Long-range goals for the year.
 - b. Guidelines for grading techniques (computer assistance).
 - c. An innovative proposal on their own.
 - d. More video tapes on various teaching techniques.
 - e. Criteria for what constitutes the 3 unit extra-curricular workload.
6. The Personnel Policies Committee Chairman, Frank Coyes, announced that his committee will meet every Wednesday at 2:00 p.m. in MHE 152. The committee is presently working on the following items:
 - a. The form of the Catalog Faculty Directory.
 - b. Faculty participation in Commencement.
 - c. Reviewing the effectiveness of student evaluation of faculty.
 - d. The continued study of sabbatical leaves (Leave with Pay).
7. As reported by Doral Sanlin, Chairman of the Student Affairs Committee, that committee will meet at 3:00 p.m. on Friday, as the need arises. The initial charge is to look into student advisement.
8. Paul Scheffer, Chairman of the General Education and Breadth Requirements Committee, announced that their meeting time would be at 4:00 p.m. in GA 101 on the last Thursday of each month.
9. Tom Johnston, Chairman of the Personnel Review Committee, announced the committee's meeting time as being from 8:00 to 10:00 a.m. each Monday and Friday in CSC 115B. He distributed the Operational Procedures for the 1973-74 Personnel Review Committee in Matters of Reappointment Tenure Promotion and Leaves with Pay. These same procedures will appear in the Cal Poly Report very soon. Dr. Johnston requested consideration from department heads and deans in scheduling breaks for his committee members.
10. Dave Saveker, Chairman of the Research Committee, informed the Senate that their meeting time will be every other Wednesday at 1:00 p.m. in Admin 301, with the next meeting taking place on October 17. The following are business items:
 - a. Encouragement of CARE (Creative and Research Project) proposals. It appears that about \$3,000 can be allocated for the forthcoming Fall quarter out of available funds.
 - b. Forming of sub-committee to review interim policy for "outside employment" as presently covered in CAM.
 - c. Continuing review of "Long Range" research policy. The 1972-73 committee minority report is being reviewed in detail.
11. There was no representative present from the Fairness Board. That committee meets only on call when there is a specific case to be heard.
12. Bill Krupp reported that the Faculty Library Committee elected Carlton Winslow as the Chairman. At its last meeting, the committee reviewed the library budget allocated to various schools. The budget was endorsed by the committee. The budget is set up by the library for

the purchase of books requested by the faculty of the various schools. The committee has also charged itself to evaluate the use of the library by the faculty and to investigate means of increasing use of the facility.

13. Barbara Weber, newly-elected chairman of the Senate Directions Committee, announced that the committee has addressed itself primarily to the following concerns:
 - a. Development of a statement of goals for the Academic Senate here at Cal Poly.
 - b. Investigation of current committee structure with subsequent recommendations for improved effectiveness.
 - c. Analysis of Senate membership--both size and composition--as these factors influence the viability of this organization.
 - d. The need for improved communication--in all directions--so that the faculty, the members of the Senate who represent them, the Senate committees and the administration all have the opportunity to become informed on pertinent University issues.
14. Sara Burroughs, member of the ad hoc Student Evaluation of Faculty Committee, reported that the committee has not progressed much because there are new members and the student representation has not yet been filled.
15. Joe Weatherby, Senate representative on the University-wide General Education Committee, announced that the committee met during the summer and recommended that degrees remain same as they are in terms of total units. If they were asked to reduce requirements for a B.S., the committee would recommend that a minimum number of units for the B.S. be set, and then allow the individual majors in the B.S. degree to allow for the maximum. If there was reduction, the committee proposed that it not be from General Education.
- G. There are two new members of the Senate. Joseph Amanzio, from the School of Architecture and Environmental Design, is replacing Handel Evans who was appointed an associate dean this summer. Gerald Farrell of the Mathematics Department is replacing, for the Fall quarter, John Lowry, who is on leave.
- H. Advisory Committee on Liberal Studies.

A special sub-committee of the University Coordinating Committee for Teacher Education has been endorsed by President Kennedy to serve in an advisory capacity to the Liberal Studies Program. He has authorized Dean Carl Cummins to appoint members to this sub-committee. Dr. Cummins' appointments include the following: James Langford, Education Department, Chairman; Allen Miller, Coordinator of the Liberal Studies Program; David Thompson, Science Department; Mike Orth, English; Warren DeLey, Social Science; and Bernice Loughran, Art.
- I. There are a number of membership vacancies on the Academic Senate committees. An up-dated committee membership will be distributed soon. The following appointments have been made and approved by the Executive Committee.

October 9, 1973

1. Budget Committee: School of Architecture and Environmental Design, Ronald Morgan; School of Business and Social Sciences, Timothy Kersten; School of Communicative Arts and Humanities, Keith Nielsen.
 2. Election Committee: School of Communicative Arts and Humanities, George Kastner.
 3. Fairness Board: School of Business and Social Sciences, James Lau.
 4. Distinguished Teacher Award Committee: School of Engineering and Technology, Stuart Larson; School of Agriculture and Natural Resources, Lyle McNeal; School of Architecture and Environmental Design, Kenneth Schwartz.
 5. Representatives to the University-wide committees will soon be acted upon by the Executive Committee.
- J. The schedule for meetings of the Academic Senate and the Executive Committee for the remainder of the year was distributed.
- K. Donald Shelton of the Personnel Office indicated to the Chairman that the legal staff of the Chancellor's Office is currently still reviewing our proposed bylaws for the Committee on Professional Responsibility. We are the only institution, at this time, that has developed bylaws for this committee.

V. Business Items

- A. Policy on Leave with Pay -- Frank Coyes. (See Attachment V-A, Agenda, Academic Senate Meeting, October 9, 1973.)

Frank Coyes briefly reviewed this Personnel Policies Committee recommendation. He then moved and Joseph Weatherby seconded the motion that the Academic Senate support the recommendations on Sabbatical Leave Policy as suggested by the Personnel Policies Committee.

Joseph Weatherby moved and Paul Neel seconded the motion to amend the main motion by inserting in the second sentence on Page 5, after "members" and after "faculty", the phrase "applying for sabbatical leaves" and on Page 6, change the number "20" to the number "10". The amendment did not pass.

Corwin Johnson moved and Arthur Rosen seconded the motion to amend the main motion by adding in 386.5.C, in the first paragraph, following the word "guidelines", the following phrase, "to be submitted to the faculty of the school for their approval". The amendment passed.

Sara Behman moved and Arthur Rosen seconded the motion to amend the amended motion by deleting Section 385.2.C.3 and add to the section entitled "Criteria and Interviews," 386.5.C.2, The degree of consideration to be given to the factors of: "b. the imminence of compulsory retirement in the case of an applicant who has already received one or more leaves with pay." The amendment did not pass.

The amended motion passed.

- B. Executive Committee Nominations for the Personnel Review Committee Vacancies.

ACADEMIC SENATE MINUTES

PAGE 7

October 9, 1973

The Academic Senate elected Isaac Walker to replace Ronald Ratcliffe for the Fall quarter only, and Robert Cleath is replacing James Simmons for the 1973-74 school year. Both of these replacements are for the School of Communicative Arts and Humanities.

Sat Rihal was elected to replace John Edmisten from the School of Architecture and Environmental Design.

VI. The meeting adjourned at 5:00 p.m.